



FLORIDA ~ CHESP

COMMUNITY/HIGHER EDUCATION/SCHOOL PARTNERSHIP

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MEMORANDUM

TO: Volunteer Leon & Leon County Board of County Commissioners
FROM: Sharon Polk
DATE: May 11, 2004
SUBJECT: Subcontract R00192

Florida State University (FSU) is subcontracted by the Florida Department of Education (FDOE) to manage the Florida CHESP program. Part of our strategy is to collaborate with Volunteer Leon to provide training and technical assistance to our sub-grantees and their partners (including other volunteer centers) to develop and expand their youth-led service learning corps.

The CHESP grant awarded to the FDOE is for three years (2003-2006), although annual renewal of the grant is contingent upon availability of funds and adequate progress. FSU's 2003-2004 administrative grant from the DOE ends August 31, 2004. We will request a no-cost extension through December 31, 2004. Pending FDOE approval, we will then grant Volunteer Leon an extension to their subcontract R00192 through December 31. Due to the fact that this is a "fixed price subcontract," total funds for this subcontract will have been transmitted to Volunteer Leon by this date (based upon Volunteer Leon fulfilling the subcontract's deliverables). However, we understand that the actual implementation of this first year of work may go beyond this date.

Additionally, the goals and strategies reflected in this collaboration are designed to be implemented over three years. Based on the renewal of the Florida CHESP grant, Volunteer Leon's subcontract will be renewable for two additional years.